



# **BST Doorphone User Guide**

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## **BCM**

### **Business Communications Manager**

Document Status: **Standard**

Document Number: **NN40010-102**

Document Version: **01.01**

Date: **June 2006**

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# About the Business Series Terminal Doorphone

The Business Series Terminal (BST) Doorphone is used as an intercom to control access to your building. Pressing the Call button on the BST Doorphone calls one or more telephones, and/or sends a distinctive chime to telephones in an assigned page zone.

Placing an internal call from any telephone on the system to the BST Doorphone sets up a two-way voice call.

Additionally, a Door Opening Controller can be installed to permit the activation of locks on doors or gates. Contact your system administrator for more information.

## To answer the BST Doorphone

When the Call button on the BST Doorphone is pressed, one or more telephones will ring and the name of the BST Doorphone will appear on the telephone display.

If more than one BST Doorphone is installed on your system, each one can be programmed to call any telephone.

### The chime

If the BST Doorphone call is not answered within the programmed number of rings, you will hear a page tone followed by a distinctive chime.

**Note:** The BST Doorphone can also be programmed to send the chime without ringing.

If more than one BST Doorphone is installed on your system, each BST Doorphone can send a unique chime.

### To respond

A BST Doorphone call can be answered like any internal call ringing at your display telephone. Simply pick up the handset or press the handsfree button.

To respond to the BST Doorphone chime or initiate communication at any time, place an internal call to the appropriate BST Doorphone. Press the intercom button and dial the BST Doorphone's extension number or press an internal autodial button assigned to the BST Doorphone.

**Note:** For more information on programming internal autodial buttons, refer to your *Telephone User Card*.

The BST Doorphone answers your call immediately (without ringing) and allows you to talk to and hear the visitor.

The display shows: <Doorphone Name>  
OPEN QUIT

**Note:** The OPEN and QUIT display button only appears on two-line display telephones ( T7316E, T7316, M7310 or M7324) when the BST Doorphone is programmed to activate a Door Opening Controller (DOC).

When you are finished speaking to the visitor, press the release button


(  or RLS) or hang up.

## To unlock the gate or door

You can unlock the door when the BST Doorphone is programmed to activate a Door Opening Controller (DOC).

Once communication is established, the door can be opened by dialing the single digit code or by pressing OPEN if you have a T7316E, T7316, M7310 or M7324 telephone. For the single digit code(s), contact your system administrator.

The display momentarily shows: OPENING DOOR

To end the communication with the BST Doorphone, press the release button (  or RLS), the QUIT display button or hang up.



## Other features

You can use the BST Doorphone as a monitoring device. By calling the BST Doorphone from a display telephone, you can listen for noises near the BST Doorphone through your telephone's speaker.

### **Doorphone monitoring on M7324, M7310 or M7208 telephones:**

1. Press **Handsfree/Mute** and dial the extension number of the BST Doorphone.
2. Press **Handsfree/Mute** again to turn the microphone off.  
The display shows: **Microphone Muted**.
3. Press **RLS** to end the monitoring session.

### **Doorphone monitoring on T7316E, T7316 and T7208 telephones:**

1. Press the handsfree button and dial the extension number of the BST Doorphone
2. Press  to turn the microphone off.
3. Press  to end the monitoring session.